



**DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
1411 JEFFERSON DAVIS HIGHWAY
ARLINGTON, VA 22202-3231**

NGB-ARH

27 MAY 2005

**MEMORANDUM FOR THE ADJUTANTS GENERAL OF ALL STATES, PUERTO RICO,
GUAM, THE VIRGIN ISLANDS AND THE COMMANDING GENERAL OF THE DISTRICT OF
COLUMBIA**

**SUBJECT: Absent Without Leave (AWOL)/Dropped From Rolls (DFR) for Deployed Soldiers
(NGB-ARH Memo# 05-037)**

1. References:

a. AR 630-10, Absent Without Leave, Desertion, and Administration of Personnel
involved in Civilian Court Proceedings, 22 DEC 2003

b. NGR 600-200, Enlisted Personnel Management, 1 Mar 1997

2. Purpose: to modify the process for Absent Without Leave (AWOL) and Dropped from Rolls
(DFR) while mobilized as outlined in AR 630-10.

**3. Effective immediately, the following procedures will be followed to properly track and manage
Soldiers who were reported AWOL and Dropped from the Rolls from active duty while
mobilized. These changes are being implemented in coordination with Army Human Resource
Command- Alexandria (HRC-A) to ensure ARNG personnel are properly managed, processed
and separated from military service. The guidance set forth in AR 630-10 will continue to be
followed in conjunction with the exception outlined in this memorandum.**

**4. Upon notification from HRC-A of a mobilized Army National Guard Soldier that has been
dropped from the rolls of active duty, the state MPMO will reassign the Soldier to the JFHQ and
transfer the Soldier to the Inactive National Guard IAW NGR 614-1, paragraph 2-8g. The
effective date of transfer to the ING will be the day following DFR. The Soldier's loss
transaction code in SIDPERS will reflect (DE).**

**5. Soldiers will remain assigned to the ING under this authority until they have been returned to
military control. Soldiers in this category are not subject to the annual requirements outlined in
NGR 614-1. Under the authority of STOP LOSS Soldiers ETS date must reflect 31 December
2031. The Army Human Resources Command, Reserve Component Support Services Branch
(AHRC-PDZ-RC) is responsible for notifying the State Military Personnel Management Office
when the case is being properly adjudicated and closed out by the United States Army Deserter
Information Point.**

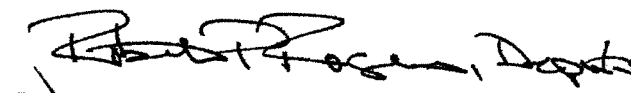
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6. The Soldier's personnel and medical records will be closed out and forwarded to Commander, Army Human Resources Command, ATTN: AHRC-PDZ-RC, Room 3N39, 200 Stovall Street, Alexandria, Virginia 22332-0495. The Army Human Resources Command is responsible for verifying the proper procedures have been followed, all required documentation has been received, and will also be responsible for forwarding the records to the United States Army Deserter Information Point.

7. These new procedures will streamline the ability of both the State and the active duty commander to timely process Soldiers who have been dropped from the rolls during mobilization.

8. The Points of Contact are MSG Sean L. Metaxas, NGB-ARH at commercial (703) 607-3401 or DSN 327-3401 and CW5 Rodger L. Shuttleworth, HRC-A at commercial (703) 325-5067 or DSN 221-5067.


TAMMY L. MIRACLE
COL, NGB
Chief, Personnel Policy
and Readiness Division